



**child
development
services**

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CDS Administrative Letter: Number 8

DATE: December 13, 2007

TO: CDS Regional Board Chairs

CC: CDS Site Directors ,CDS State Level Advisory Board

FROM: David Noble Stockford, Policy Director and Team Leader
Debra Hannigan, CDS State Director

RE: Evaluations, Parental consent, and Reevaluations for IDEA, Part B – 3 to 5 year old children

CDS sites shall conduct a full and individual initial evaluation to determine a child's eligibility before the provision of special education and related services to any child with a disability. [MUSER Section V.1.A.1]

The initial evaluation to determine whether a child is a child with a disability, and to determine the educational needs of the child, will be completed within 60 days of a CDS site receipt of parental consent for the evaluation. [MUSER Section V.1.A.(3).(a).(i)]

The 60-day timeframe shall not apply to CDS sites if the parent refuses to provide written parental consent for the evaluation. [MUSER Section V.1.A.(4).(b).(i)]

The 60-day timeframe shall not apply to the receiving CDS site if the timeframe was begun by a different CDS site, while the child lived within the area of that CDS site (or other LEA outside of Maine), and an eligibility determination has not been made by the previous CDS site (or other LEA outside of Maine) by the day that the child is living within the new (receiving) CDS site area, and made known to the receiving CDS-site staff. In the case of an initial evaluation being interrupted by the relocation of the child's physical residence, the receiving CDS site shall either attempt to complete the interrupted evaluation, or otherwise ensure the prompt completion of the evaluation, in agreement with the parent. [MUSER Section V.1.A.(3).(b).(1)]

The 60-day timeframe shall not apply to a CDS site if the parent repeatedly fails or refuses to produce the child for the evaluation. [MUSER Section V.1.A.(3).(b).(ii)]

For further information, please contact Debra Hannigan, State Director, Child Development Services, at 207/624-6660, or email her at debra.hannigan@maine.gov

